



July 1, 2011

Re: Project No. 402202-05-005 GOB ESP

Dear Sir or Madam:

The above-referenced contract is being considered for a CSBE level 3 Set-aside recommendation. If you are interested in participating as a CSBE to perform work in connection with this project, please complete and return the attached Verification of Availability to Bid and provide details of similar projects your company has completed as outlined in the attached project description **by Wednesday, July 6, 2011, at 1:00 pm. It is asked that Pages 2 and 3 are returned completed in their entirety.**

Please review the enclosed description of the project.

The letter of availability may be sent **via facsimile transmission to (305) 375-3160 or via email to [kellyd@miamidade.gov](mailto:kellyd@miamidade.gov)**. If you have any questions, please contact me at (305) 375-3136.

Sincerely,

A handwritten signature in cursive script that reads "Kelly Duncombe".

Kelly Duncombe  
Contract Development Specialist  
Department of Business Development  
Miami-Dade County

**VERIFICATION OF AVAILABILITY TO BID**

DEPARTMENT OF BUSINESS DEVELOPMENT  
COMMUNITY SMALL BUSINESS ENTERPRISE PROGRAM  
111 N.W. 1ST STREET, 19<sup>th</sup> FLOOR  
MIAMI, FLORIDA 33128  
PHONE: 375-3111 FAX: 375-3160

PROGRAM COORDINATOR: **Kelly Duncombe**

I am herewith submitting this letter of verification of availability and capability to bid, provided the proposed scope of work attached. (**NOTE:** Please provide all the information requested; incomplete and/or incorrect verifications are not acceptable or usable.)

**CONTRACT TITLE:** Tropical Park Equestrian Complex

**PROJECT NUMBER:** 402202-05-005 GOB ESP

**Estimated Cost:** \$5,060,359.40

(Scope of work and minimum requirements for this project is attached.)

\_\_\_\_\_  
NAME OF COMMUNITY SMALL BUSINESS ENTERPRISE (CSBE)

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
CITY

\_\_\_\_\_  
ZIP CODE

Certification Expires: \_\_\_\_\_  
DATE

Telephone: \_\_\_\_\_ \*\*\*Bonding Capacity: \_\_\_\_\_

\_\_\_\_\_  
PRINT NAME AND TITLE

\_\_\_\_\_  
SIGNATURE OF COMPANY REPRESENTATIVE

\_\_\_\_\_  
DATE

Currently Awarded Projects	Project Completion Date	Anticipated Awards

## **VERIFICATION OF AVAILABILITY TO BID**

### **SCOPE OF WORK:**

The project base bid consists of striping of existing parking lot and re-striping accessible parking spaces, replacing existing uncovered warm up ring with new uncovered warm up ring to include: fence, clay, irrigation, and lighting. New covered practice ring to include, pre-engineered structure, fire sprinkler system, fence, clay, irrigation, lighting, outlets and hose bibs, a sound system, site grading and drainage, and landscaping.

### **MINIMUM REQUIREMENTS:**

The Parks Department is requesting that the General Contractor be in business at least five (5) years, having completed at least three (3) projects similar in size and scope to the subject project, with the General Contractor being required to submit detailed references for the completed projects.

Do you have prior experience satisfying the above minimum requirements? \_\_\_\_\_

CSBE firms are required to provide the project names, dollar values, and contact names of the projects worked on (satisfying the above stated requirements).

<b>Name of Projects Completed Within last five (5) years of similar size and scope</b>	<b>Value of Project</b>	<b>Project Completion Date</b>	<b>Scope of Work</b>

\_\_\_\_\_  
NAME OF COMMUNITY SMALL BUSINESS ENTERPRISE (CSBE)

\_\_\_\_\_  
PRINT NAME AND TITLE

\_\_\_\_\_  
SIGNATURE OF COMPANY REPRESENTATIVE

PARK AND RECREATION DEPARTMENT  
CAPITAL PROGRAMS DIVISION  
SBD BREAKDOWN - CONSTRUCTION  
Exhibit 'A'

PARK NAME: Tropical Park		Date: 4/22/2011	
PROJECT TITLE: Equestrian Complex		402202-05-005 GOB ESP	
Cost Estimate Prepared by: Laura Perez & Associates		WKO No.:	
ITEM #	TASK DESCRIPTION	TOTALS	%
1	GENERAL REQUIREMENTS	\$771,300.73	19.0%
2	SITEWORK	\$2,090,296.88	51.5%
3	CONCRETE	\$81,189.55	2.0%
4	MASONRY	\$0.00	0.0%
5	METAL	\$0.00	0.0%
6	WOOD AND PLASTIC	\$0.00	0.0%
7	THERMAL AND MOISTURE PROTECTION	\$0.00	0.0%
8	DOORS AND WINDOWS	\$0.00	0.0%
9	FINISHES	\$25,563.75	0.6%
10	SPECIALTIES	\$382,205.00	9.4%
11	EQUIPMENT	\$0.00	0.0%
12	FURNISHINGS	\$0.00	0.0%
13	SPECIAL CONSTRUCTION	\$405,947.75	10.0%
14	CONVEYING SYSTEMS (NOT USED)	\$0.00	0.0%
15	PLUMBING, HEATING, A/C	\$81,189.55	2.0%
16	ELECTRICAL	\$221,784.33	5.5%
	Free Text	\$0.00	0.0%
	Free Text	\$0.00	0.0%
	Free Text	\$0.00	0.0%
	Free Text	\$0.00	0.0%
	DIVISION SUBTOTAL	\$4,059,477.54	100%
	OVERHEAD AND PROFIT (15%)	\$608,921.63	
	BASE ESTIMATE (B.E.)	\$4,668,399.17	
	( 5% )CONTINGENCY ALLOWANCE (.05 * B.E.)	\$233,419.96	
	PERMIT ALLOWANCE	\$35,012.99	
	ART IN PUBLIC PLACES ALLOWANCE (.015*B.E.)	\$73,527.29	
	SPECIAL DEDICATED ALLOWANCE (Site Conditions & Utilities)	\$50,000.00	
	SPECIAL DEDICATED ALLOWANCE (free text)		
	SPECIAL DEDICATED ALLOWANCE (free text)		
	SUBTOTAL - SPECIAL DEDICATED ALLOWANCE	\$50,000.00	
	TOTAL DEDICATED ALLOWANCE (PERMIT + AIPP)	\$158,540.28	
	TOTAL ESTIMATED CONSTRUCTION COST		\$5,060,369.40

PARK AND RECREATION DEPARTMENT  
CAPITAL PROGRAMS DIVISION  
SBD BREAKDOWN - CONSTRUCTION  
Exhibit 'A'

<b>OPTION No.1 - FULL SIZE COVERED ARENA AND COVERED WALKWAY FROM RING TO STABLE - SUBTOTAL</b>	<b>\$2,964,502.78</b>
<u>OPTION No.1 OVERHEAD AND PROFIT (15%)</u>	\$444,675.42
<u>OPTION No.1 - BASE ESTIMATE (A.B.E.)</u>	\$3,409,178.19
<u>OPTION No.1 CONTINGENCY ALLOWANCE (.05 * A.B.E.)</u>	\$170,458.91
<u>OPTION No. 1 PERMIT ALLOWANCE</u>	\$25,568.84
<u>OPTION No.1 ART IN PUBLIC PLACES ALLOWANCE (.015*A.B.E.)</u>	\$53,694.56
<b>OPTION No.1 - FULL SIZE COVERED ARENA AND COVERED WALKWAY FROM RING TO RING - TOTAL</b>	<b>\$3,658,900.49</b>

<b>OPTION No.1a - COVERED WALKWAYS FROM EXISTING AND BASE BID RINGS - SUBTOTAL</b>	<b>\$238,644.02</b>
<u>OPTION No.2 OVERHEAD AND PROFIT (15%)</u>	\$35,826.60
<u>OPTION No.2 - BASE ESTIMATE (A.B.E.)</u>	\$274,670.62
<u>OPTION No.2 CONTINGENCY ALLOWANCE (.05 * A.B.E.)</u>	\$13,733.53
<u>OPTION No. 2 PERMIT ALLOWANCE</u>	\$2,060.03
<u>OPTION No.2 ART IN PUBLIC PLACES ALLOWANCE (.015*A.B.E.)</u>	\$4,326.06
<u>OPTION No.2 TOTAL DEDICATED ALLOWANCE (AIPP )</u>	
<b>OPTION No.1A - COVERED WALKWAYS FROM 2 RINGS TO STABLES - TOTAL</b>	<b>\$294,790.25</b>

<b>OPTION No.2 - COVERED WALKWAYS BETWEEN RING &amp; STABLES C &amp; D - SUBTOTAL</b>	<b>\$205,624.61</b>
<u>OPTION No.2 OVERHEAD AND PROFIT (15%)</u>	\$30,828.69
<u>OPTION No.2 - BASE ESTIMATE (A.B.E.)</u>	\$236,353.30
<u>OPTION No.2 CONTINGENCY ALLOWANCE (.05 * A.B.E.)</u>	\$11,817.67
<u>OPTION No. 2 PERMIT ALLOWANCE</u>	\$1,772.65
<u>OPTION No.2 ART IN PUBLIC PLACES ALLOWANCE (.015*A.B.E.)</u>	\$3,722.56
<u>OPTION No.2 TOTAL DEDICATED ALLOWANCE (AIPP )</u>	
<b>OPTION No.2 -COVERED WALKWAYS BETWEEN RING &amp; STABLES C &amp; D - TOTAL</b>	<b>\$253,666.18</b>

<b>OPTION No.3 - COVERED WALKWAYS BETWEEN EXISTING STABLES - SUBTOTAL</b>	<b>\$126,186.02</b>
<u>OPTION No.2 OVERHEAD AND PROFIT (15%)</u>	\$18,777.90
<u>OPTION No.2 - BASE ESTIMATE (A.B.E.)</u>	\$143,963.93
<u>OPTION No.2 CONTINGENCY ALLOWANCE (.05 * A.B.E.)</u>	\$7,198.20
<u>OPTION No. 2 PERMIT ALLOWANCE</u>	\$1,079.73
<u>OPTION No.2 ART IN PUBLIC PLACES ALLOWANCE (.015*A.B.E.)</u>	\$2,267.43
<u>OPTION No.2 TOTAL DEDICATED ALLOWANCE (AIPP )</u>	
<b>OPTION No.3 - COVERED WALKWAYS BETWEEN EXISTING STABLES- TOTAL</b>	<b>\$154,509.29</b>

<b>TOTAL ESTIMATED CONSTRUCTION COST WITH OPTIONS</b>	<b>\$9,267,716.33</b>
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**Tropical Park Equestrian Complex**  
**402202-05-005 GOB ESP**  
**PRELIMINARY BREAKDOWN**  
**EXHIBIT "B"**

**A. General Requirements**

- 1 Performance Bond
- 2 Insurances
- 3 Project Supervision
- 4 Surveyor
- 5 Equipment/Mobilization
- 6 Temporary Utilities
- 7 Trash removal/Clean up
- 8 Project records as-built

Total

**\$771,300.73**

**B. Site Work**

- 1 Site work
- 2 Grading
- 3 Landscaping
- 4 Irrigation
- 5 PVC Fence
- 6 Parking Lot Striping

\$159,944.87

\$36,250.00

\$4,500.00

Total

**\$2,090,296.88**